

Tasking Memorandum No. 99-73

Memorandum For Cdrs DCMDs, DCMC CAOs

Subject: Review of Earned Value Management System (EVMS) Reporting in DCMC Information Repository and Automated Metrics System (DIRAMS) (TASKING)

Date: December 31, 1998

Suspense Date: January 29, 1999

Target Audience: District Process Champions, CAO Commanders, CAO EVMS Monitors, Program Integrators

Requirement(s):

- FY 99 Performance Goal 1.1.5 is to “reduce the percentage of contracts that have exceeded their cost or schedule goals by more than 10 percent over the FY 98 baseline.” Performance against this goal is being rated at both the Headquarters and District levels during FY 99. Complete and accurate entry of EVMS data into the AMS is essential to both establishing a baseline and measuring our performance against that baseline.
- We intend to use fourth quarter FY 98 data to build our baseline against which we will measure FY 99 performance. The attached Excel spreadsheet, CAOREPTG.XLS, is based on a recent query to the “Earned Value” catalogue in DIRAMS. It displays (by District, CAO and contract number) report months which show EVMS data entry from July 1, 1998 to the present. Review of this report on a contract by contract basis reveals numerous instances of months without data entry as well as instances of duplicate entry.
- For the reporting period of July 1, 1998 through October 31, 1998, each CAO is tasked to do the following:
 - Review its data in CAOREPTG.XLS to identify which contracts and which monthly reports are currently recognized as being in DIRAMS.
 - Confirm that it has reported EVMS data for all contracts which contain Contractor Performance Reporting (CPR) or Cost/Schedule Status Reporting (C/SSR) requirements. Enter new data into AMS as appropriate.
 - Confirm that it has entered data into the Contractor Performance Measurement screens of DIRAMS for each month that a contract with CPR or C/SSR requirements was in effect. Enter data as appropriate to backfill missing report months. (If data is unchanged from a previous month due to bimonthly reporting requirements or other reasons, simply enter the same data as the previous month. The bottom line is that all active contracts should have a report entered for each month they are active.)
 - Identify any impediments that are interfering with data entry and provide this information via e-mail (if not previously provided) to the District EVMS Process Champion. (DCMDE: Mr. Ramala Sinha, rsinha@dcmde.dla.mil, (617) 753-3596; DCMDW: Ms. Barbara Gomes, barbara_gomes@whq.dla.mil, (310) 335-4209; DCMDI: Mr. Robert Posthumus, robert_posthumus@hq.dla.mil, (703) 767-7279)
 - Provide positive confirmation via E-mail to the District EVMS Process Champion that it has completed the above tasking.

- Complete and accurate reporting of EVMS data into DIRAMS will continue to be essential as we measure progress towards meeting our FY 99 performance goal. Program Integrators (PIs) are tasked to review reporting for their program each month, taking action as needed to obtain full reporting. (CAO EVMS Monitors will perform this function for contracts not serviced by a PI.) District EVMS Process Champions are tasked to continuously review CAO reporting trends to ensure CAO compliance.
- PLAS process code 070, Earned Value Management, should be charged for this tasking.

Point of Contact for Further Information:

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S i g n a t u r e :



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Attachment